



# Fort Nelson First Nation

Strong. Healthy. Proud. Self-reliant.

## INTERNAL-EXTERNAL JOB POSTING

<b>Job Title:</b>	Water and Wastewater Utilities Worker	<b>Posting #:</b>	2019-31-1.0
<b>Department:</b>	Community Infrastructure and Safety Services	<b>Level:</b>	G3-L2-C3
<b>Location:</b>	On Reserve	<b>FTE:</b>	1.0
<b>Supervisor:</b>	Public Works Coordinator	<b>Hourly Rate:</b>	\$23.73
<b>Key Areas:</b>	Security, Purchases, Driver, Public Contact, Reporting	<b>First Posted:</b>	01-09-2019
<b>Effective Date:</b>	December 2018	<b>Closes:</b>	When filled.

### SUMMARY / SCOPE

The primary responsibilities of the Water and Wastewater Utilities Worker is to perform semi-skilled manual labour and a variety of materials handling, sample collection, facilities cleaning and maintenance, and routine general labour to support the operation of the water and waste treatment facilities and services, and all associated reporting. To round out this job to full time work, the Water Utilities Worker will also cross train with other employees in the Public Works unit, and provide general manual labour work related to public works and highway maintenance or construction. This employee performs a variety of tasks and general maintenance work to make environments safe: treatment facilities lift stations, roads, greenways, parks, buildings, utilities stations, etc. The work also includes conducting hazard/safety assessments and providing security while working, to safeguard buildings, equipment, work sites, and personnel. A key element of success for this position is the development of and awareness and knowledge of water and waste water systems, as well as reference materials to assist in addressing problems, challenges and issues; references include written policies, procedures and guidelines, as well as maintenance and work schedules and check lists, and equipment manuals and reference handbooks, and WHMIS manual and data sheets. Other related duties as required.

### Candidate Profile:

The Water and Wastewater Utilities Worker has a good level of energy and is physically fit to perform the work, and has good interpersonal skills including good listening skills to gather information and to ask questions in order to carry out assigned tasks and to provide routine information to other employees. The Water and Wastewater Utilities Worker has good written and verbal communication skills and communicates with the Tradespersons, Engineers, engineering aides/technicians, contractors and equipment operators in the immediate work area, as well as with the supervisor, co-workers, and maintenance staff to obtain information, supplies, tools, equipment and/or advice or help to solve problems or issues, and may occasionally have contact with occupational health and safety committee members, and the general public.

### COMPETENCIES

- Safety/Hazard Assessment
- Listening
- Communication
- Planning and Coordination
- Follow Instructions
- Operate Machines/Vehicle



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### MINIMUM QUALIFICATIONS

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- Mature individual with a minimum grade 12 high school diploma, supplemented by college or industry training courses in chemistry, water monitoring, pollution control or related subjects.
- Minimum 19 years of age.
- One to two (1-2) years' experience assisting trades in water system maintenance and repair work.
- Required to obtain certification within one year of hire, in water treatment and distribution (level according to the classification of the plant).
- Experience with mechanical and power tools and equipment.
- Experience purchasing/picking-up and delivering supplies.
- Good interpersonal skills and ability to interact well with employees and the public.
- Organized and able to handle competing priorities and meet deadlines.
- Good communication skills (written and oral); ability to listen to understand and ask questions for clarification.
- Proficient computer skills and able to use MS Office Suite, Excel, internet, and email.
- Satisfactory completion of a police information check.
- Valid BC Driver's License.
- Satisfactory driver's abstract.

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### DESIRED QUALIFICATIONS

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The following are considered assets:

- Certificates of training such as, Small Water System, or Water Distribution Level I, and/or Water Distribution System Operator Level I certificates
- Certificates of training, such as, H2S, OFA1 with TE, WHMIS, OHS, Fall Protection, Ladder and Scaffold, Confined Space Entry, Traffic Control Persons ticket/certificate, Bear Aware.
- Previous experience working for or a First Nation's community, or a relational understanding of capital assets and infrastructure.
- Google™ drive, calendar, forms and other Google™ products.
- Ability to speak Dene and/or Cree.

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### WORK CONDITIONS

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- Lifting and moving bags of cold patch (66 lbs) and highway signage, guide rails and posts weighing up to and beyond 50 lbs occurs occasionally. Lifting or moving objects over 50 lbs. is performed occasionally: objects can include tools, bags of garbage, lumber, supplies, furniture and snow.



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- Works in and around treatment facilities/lift stations and near gas lines where risk of exposure to H2S is present.
- Work requires standing for prolonged periods to direct traffic; to hold the prism pole and to use jackhammers and asphalt rollers as part of road maintenance and construction.
- Walking is required to perform basic surveying work and related field work (i.e. operating chainsaw to clear brush). Work activities may also require driving to deliver materials, climbing over terrain and working in awkward positions.
- A variety of hand tools and machinery are used including jackhammers, asphalt rollers, picks and shovels, chainsaws and survey equipment which requires precision work and physical manipulation.
- Occasion requirement to work in awkward or cramped positions or body movements when working in confined spaces.
- Interacts with Tradespersons, Engineers, engineering aides/technicians, contractors and equipment operators, supervisor, co-workers, maintenance staff, and occasional contact with general public.
- The demands of the job occasionally result in considerable fatigue, requiring periods of rest.
- Manual or physical activities include a regular requirement to use gross motor skills: includes, bending, stooping, stretching, squatting, pushing, pulling, walking, standing, sitting, and lifting.
- Auditory concentration is required to listen attentively, to be alert and to obtain and interpret information correctly.
- Auditory concentration or strain is experienced occasionally when operating loud machinery such as a lawnmower or jackhammer.
- Visual concentration or alertness is required on a regular basis when operating tools and equipment to ensure the safety of self and others.
- Alertness and concentration are required when using power tools to ensure proper and safe handling of the tools. Higher than normal levels of attentiveness and or alertness for the health and safety of self and others is required constantly when operating equipment such as a power tools, and machinery such as lawnmower, snow blower, wiper snipper, brush saw, etc..
- Time pressures and deadlines are experienced occasionally as maintenance work must be completed daily to ensure building can reopen the next day. Interruptions can occur as a result of equipment malfunction.
- There is a requirement to wear safety boots at all times. Other safety equipment such as hard hat, goggles, ear/eye protection, masks, gloves, vests, and harness may be required when performing specific tasks. Fall arrest equipment is required when working on ladders or scaffolds.
- The likelihood of injury or illness resulting from hazards in the job is limited if safety precautions are followed.
- Regularly work results in exposure to dirt, dust, filth and garbage when working with drywall, demolishing walls and handling insulation; electrical shocks while working with live wires, dangerous heights or depths when working on scaffolds and ladders, wet or slippery surfaces, and adverse weather conditions when working outside.
- Occasionally, can be exposed to vibration from equipment, or sharp objects such as utility knives, heavy machinery including snow blower, lawn mower, and adverse weather conditions when removing snow.
- Dangerous heights include working on ladders to change lights, cleaning windows or other high surfaces in buildings, assisting trades personnel in repairs such as in ceilings.
- Overtime as required.



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### **APPLICATION INSTRUCTIONS**

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**Closes:** Open until filled. **Remuneration:** Rate offered to the successful incumbent is pending certification(s), skills, experiences, knowledge. \*Preference may be given to qualified First Nation's applicants. Kindly forward your cover letter and resume to:

**Human Resources, Recruitment**  
Fort Nelson First Nation  
R.R. #1, Mile 295, Alaska Highway  
Fort Nelson, B.C. V0C 1R0  
E-mail: [recruitment@fnnation.ca](mailto:recruitment@fnnation.ca)

**We thank all individuals for applying, but only those applicants whose applications clearly demonstrate meeting all of the requested minimum qualifications will receive a reply.**

\* Constitution Act, 1982 [Section 35]; Canadian Charter of Rights and Freedoms [Section 15(1)]; Canadian Human Rights Act [Section 16(1)]; Employment Equity Act [Section 5(a), 10(b)]; Declaration on the Rights of Indigenous Peoples [Article 22]; ILO Convention 169 on Indigenous and Tribal Peoples in Independent Countries.